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City Council Regular Meeting Minutes

Monday, January 24, 2022
Zoom Community Auditorium

Minutes are unofficial until approved by City Council.
Council approved minutes as presented February 14, 2022.

A. Call to Order:

Mayor Truax called the regular City Council meeting to order at 7:01 p.m. via Zoom Webinar Video Conference. The meeting was held in a “hybrid” format allowing the public to attend both virtual and in-person in the Community Auditorium. Members of the public could observe the meeting **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming.

1. **ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR:** Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Peter Truax, Mayor.
2. **STAFF PRESENT ATTENDED BY ZOOM WEBINAR:** Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner; and Anna Ruggles, City Recorder.

B. Public Comment:

1. CC01-24-2022 Written Public Comments received by 3:00 p.m. on the day of the meeting were published in the Council Packet.

No testimony was heard via Zoom.

C. Consent Agenda:

1. Approve Council Subcommittee Work Sessions (Boards & Commissions (B/C) New and Reappointment Applicant Interviews & Deliberations) Meeting Minutes of November 29, 2021.
2. Approve City Council Work Session (Federal Priorities and Parks and Recreational Fee Schedule) Meeting Minutes of December 13, 2021.
3. Approve Council Regular Meeting Minutes of December 13, 2021.
4. Approve City Council Work Session (Comprehensive Planning and Zoning for Annexation Areas) Meeting Minutes of January 10, 2022.
5. Approve City Council Regular Meeting Minutes of January 10, 2022.
6. Accept Community Forestry Commission (CFC) Meeting Minutes of November 10, 2021.

7. Accept Community Policing Advisory Commission (CPAC) Meeting Minutes of September 16 and November 18, 2021.
8. Accept Parks and Recreation Commission (P&R) Meeting Minutes of October 20 and November 7, 2021.
9. Endorse New Liquor License Application, Full On-Premises Sales (Vex, 1937 Pacific Avenue; Siblum Group LLC).

MOTION: Council President Wenzl moved, seconded by Councilor Gustafson, to approve the Consent Agenda as presented. **VOICE VOTE:** AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. **MOTION CARRIED 7-0.**

D. Additions/Deletions:

1. City Manager – Resolution No. 2022-07 was added to the Agenda as Item D. 3.
2. Proposed by Councilors – none.
3. **RESOLUTION NO. 2022-07 AUTHORIZING PURCHASE OF PROPERTY LOCATED AT 3705 19TH AVENUE FOR A CITY PARK AND AUTHORIZING CITY MANAGER OR ASSISTANT CITY MANAGER/FINANCE DIRECTOR TO COMPLETE PURCHASE**

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the proposed resolution is authorizing the City Manager or Assistant City Manager/Finance Director to complete the purchase of real property, located at 3705 19th Avenue, an approximately 0.48 acre site. VanderZanden advised the Council met in emergency Executive Session on January 21, 2022, and gave staff direction to pursue negotiations subject to Council approval, noting the City submitted an offer of \$500,000, plus costing costs, and the seller agreed to sell the property to the City. The site meets the requirements and addresses the needs for a neighborhood park on the eastside of the City. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council approve the proposed resolution as outlined in Exhibit A, noting the property will be purchased with Parks System Development Charges (SDC).

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2022-07.

VanderZanden read Resolution No. 2022-07 by title.

MOTION: Council President Wenzl moved, seconded by Councilor Kottkey, to adopt Resolution No. 2022-07 Authorizing Purchase of Property located at 3705 19th Avenue for a City Park and Authorizing City Manager or Assistant City Manager/Finance Director to Complete Purchase.

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

E. Presentations:

1. Development Services Annex (DSA) and City Hall Remodel Update

Staff: Paul Downey, Assistant City Manager/Finance Director

Presented a PowerPoint presentation status update on the Development Services Annex (DSA) and City Hall Remodel, noting the architect addressed the exterior window tinting and lowered the height of the DSA by three feet to eliminate potential snow drift onto an adjacent store, which were concerns discussed at the Council work session on July 12, 2021. Downey reported the demolition of the Engineering build is commencing in spring 2022 and remodel of City Hall in late 2022, noting staff is in the process of locating interim office space during the year-long construction period. Additionally, Downey referenced the Project Costs and Revenue, noting current construction costs are estimated at \$7,200,000, which is currently above the City's target costs of \$6,600,000. The General Contractor is confident that construction costs can be brought down to the City's target cost. In conclusion of the above-presentation, Downey advised staff will be proposing funding sources for the remaining construction costs, noting funding sources could include General Fund, Public Works Enterprise Funds and American Rescue Plan (ARP) Funds as city administrative facilities are now an allowable use under the ARP.

F. Public Hearings, Ordinances, and Resolutions:

1. **ORDER NO. 2021-01 PUBLIC HEARING; AMENDING FOREST GROVE COMPREHENSIVE PLAN MAP FOR PROPERTY SUBJECT TO ANNEXATION; WASHINGTON COUNTY TAX LOT 1N330000100; FILE NO. 311-21-000037-PLNG**
2. **ORDER NO. 2021-02 PUBLIC HEARING; AMENDING FOREST GROVE ZONING MAP FOR PROPERTY SUBJECT TO ANNEXATION; WASHINGTON COUNTY TAX LOT 1N330000100; FILE NO. 311-21-000037-PLNG**

Staff Update:

Riordan and Pohl reported at the Council meeting of December 13, 2021, the Council received the staff reports and approved the property to be annexed into the City pursuant to Ordinance No. 2021-05. Subsequently, the Council requested a work session to be scheduled on January 10, 2022, to discuss planning and zoning for general property annexed into the City and a possible north side fire station. The Council also approved a

motion to TABLE both Orders and deferred the Public Hearings to the Council meeting of January 24, 2022.

Hearing no questions from Council, the following motion was made as noted below.

MOTION: Councilor Rippe moved, seconded by Councilor Uhing, to take from the TABLE and continue Order Nos. 2021-01 and 2021-02 (TABLED at Council meeting of December 13, 2021). VOICE VOTE: AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

Public Hearing:

Mayor Truax opened the Public Hearing and read the quasi-judicial hearing procedures. No ex-parte contacts, bias, or conflicts of interest were declared.

Staff Report:

Riordan and Pohl presented a PowerPoint Presentation overview of the staff analysis of the decision criteria and recommendations, noting Order No. 2021-01 is proposing to amend the Comprehensive Plan Map designation for property annexed into the City pursuant to Ordinance No. 2021-05. The property owner requested the Plan Map be amended to change approximately 1.5 acres of land from Public to Medium Density Residential (MDR) to allow for housing. Order No. 2021-02 is proposing to change the Zoning Map for property zoned Washington County Future Development (FD-20) to Forest Grove Neighborhood Mixed Use (NMU) and Residential Multifamily Low (RML) consistent with the Comprehensive Plan Map. Riordan advised the City must approve a zoning designation upon annexing property and if the Comprehensive Plan Map Amendments are not approved, the Zoning Map Amendments cannot be approved, noting the Council is required to reach a decision. The Council's decision alternatives were noted on Page 5 of the staff report. In conclusion of the above-noted staff report, Riordan and Pohl advised staff is recommending Council adopt proposed Order No. 2021-01, as outlined in Exhibit A and Exhibit B, and as recommended in Exhibit C, Planning Commission Findings and Decision No. 2021-04, and Order No. 2021-02, as outlined in Exhibit A and Exhibit B, and as recommended in Exhibit C, Planning Commission Findings and Decision No. 2021-04; Washington County Tax Lot 1N330000100; Applicant: Ryan O'Brien, representing property owner, Davis Family Trust; File No. 311-21-000037-PLNG.

Written Testimony:

No additional written testimony was received.

Proponents:

Ryan O'Brien, representing applicant/property owner, testified in support of the proposed Orders.

No one else testified.

Opponents:

No one testified.

Others:

No one testified.

Questions of Staff:

Riordan addressed concerns pertaining to the Westside Refinement Plan, which identified the 1.5 acres of land for a future fire station when adopted in 2017, noting a future fire station would be allowed as a conditional use in the proposed MDR.

Public Hearing Closed:

Mayor Truax closed the Public Hearings.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Order No. 2021-01.

VanderZanden read Order No. 2021-01 by title.

1. **MOTION: Councilor Uhing moved, seconded by Councilor Valenzuela, to adopt Order No. 2021-01 Amending Forest Grove Comprehensive Plan Map for Property Subject to Annexation; Washington County Tax Lot 1N330000100; File No. 311-21-000037-PLNG.**

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Order No. 2021-02.

VanderZanden read Order No. 2021-02 by title.

2. **MOTION: Councilor Uhing moved, seconded by Councilor Valenzuela, to adopt Order No. 2021-02 Amending Forest Grove Zoning Map for Property Subject to Annexation; Washington County Tax Lot 1N330000100; File No. 311-21-000037-PLNG.**

Council Discussion:

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

3. **RESOLUTION NO. 2022-06 RECOGNIZING THE FOREST GROVE MAYOR'S YOUTH ADVISORY COUNCIL (MYAC)**

Staff Report:

VanderZanden presented the above-proposed resolution for Council consideration, noting the proposed resolution is recognizing the efforts of the students who are requesting to establish a Forest Grove Mayor's Youth Advisory Council (MYAC). VanderZanden reported Council held a joint work session with the students on September 27, 2021, noting consensus was to recognize the MYAC as an advisory board to the Mayor. The students submitted a set of revised MYAC Bylaws, dated January 6, 2022, which were referenced as Attachment A. In conclusion of the above-noted staff report, VanderZanden advised staff is recommending Council approve the proposed resolution, as outlined in Exhibit A.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2022-06.

VanderZanden read Resolution No. 2022-06 by title.

MOTION: Council President Wenzl moved, seconded by Councilor Rippe, to adopt Resolution No. 2022-06 recognizing the Forest Grove Mayor's Youth Advisory Council (MYAC).

Council Discussion:

Mayor Truax thanked the students for all their excellent work, noting the students have worked very hard for over a year to draft a set of bylaws for a Youth Advisory Council.

Hearing no concerns from the Council, Mayor Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

G. Council Communications:

1. Councilor Reports

Gustafson reported attending Jerry Willey's, Washington County Commissioner Vice Chair, District 4, dialogue session.

Kottkey briefed on the upcoming Community Policing Advisory Commission (CPAC) meeting. Kottkey reported attending Community Forestry Commission (CFC) meeting, noting staff has submitted the City's Tree City USA and Tree Growth Award Applications.

Rippe briefed on Forest Grove's Homelessness Subcommittee, noting the subcommittee has met twice. Rippe reported attending Economic Development Commission (EDC) meeting, noting Brenna Fulks, new EDC Staff Liaison, was introduced and a new Chair and Vice Chair were elected. Rippe reported attending the CPAC meeting as a guest.

Valenzuela briefed on Centro Cultural vaccination clinic. In addition, Valenzuela briefed on May Primary Election for Washington County Commissioners, noting three seats are up for election.

Uhing briefed on Metro's new regulations regarding solid waste prevention.

Council President Wenzl reported attending Parks and Recreation Commission (P&R) meeting, noting P&R wants to begin meeting in person. In addition, Wenzl briefed on the Annual Town Meeting (ATM), *Topic: "Are We Hitting The Mark?"*, noting the ATM is Saturday, February 12, 2022, 9:00 am to 11:00 am, and will be hosted in a hybrid format allowing participants to attend both virtually and limited in-person capacity in the Community Auditorium. The ATM will be facilitated by the CCI members. There will be an opportunity to provide input on the Council's proposed Goals and Objectives for Fiscal Year 2022-2023.

2. City Manager's Report

VanderZanden reported the Town Center Parking Study has resumed, noting the study was paused due to the pandemic. The Thatcher Road and Gales Creek Road Intersection Improvement Project is underway. In addition, VanderZanden briefed on the various department-related projects and activities and Council calendar updates.

3. Mayor's Report

Mayor Truax reported attending the Library Commission (LC) meeting. In addition, Mayor Truax briefed on various meetings he attended, community-related events, and Washington County-related matters of interest.

H. Adjournment:

Mayor Truax adjourned the regular Council meeting at 8:20 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Anna D. Ruggles". The signature is written in a cursive, flowing style.

Anna D. Ruggles, CMC, City Recorder